

CHARGE TO THE PLANNING AND POLICY BOARD OF THE SENATE

(As adopted by the Senate of the Academic Council on February 17, 2000)

A. PREAMBLE

The faculty of Stanford University exercises its governance responsibilities through various organs: the Advisory Board, the Academic Council Committees, and the Senate and its committees.

The Advisory Board has a number of duties and responsibilities, including review of faculty appointments and promotions, the consideration of faculty appeals, and other advice to the President and Provost. The Academic Council Committees formulate policy recommendations for Senate action and oversee administrative operations. The Senate legislates academic policies that are binding on faculty and students throughout the University.

The Planning and Policy Board, a committee of the Senate, is a keeper of the faculty's vision for the university - guiding its implementation, analyzing broad issues that merit faculty attention, arranging means for addressing those issues, and setting priorities among them.

B. GENERAL CHARGE

The Planning and Policy Board exercises, on behalf of the Faculty as a whole, responsibility for the general academic health of the University. It is proactive as well as reactive. At various times, as it deems appropriate, it may function as a strategic planning group, as an investigative committee, and as a review committee with respect to faculty responsibilities in teaching and scholarship.

C. SPECIFIC DUTIES

The Planning and Policy Board shall:

1. Examine long-term trends and their implications for the University, and formulate academic policy issues for consideration by the faculty;
2. Refer such issues to the Senate, to an appropriate standing committee (Academic Council, University, or School) if one exists, or to the President or Provost;
3. Establish as needed, and appoint members to, *ad hoc* subcommittees or task forces to address specific issues of academic policy;
4. Consult widely with the faculty and with University administrators and/or student organizations, as it deems appropriate.

D. MEMBERSHIP

The Board shall consist of nine members of the Academic Council. Three of the nine Academic Council members shall be the current Chair of the Senate and the most recent two past Senate Chair, such membership rotating each year after a new Senate Chair is elected. The Committee on Committees shall appoint academic Council members of PPB in consultation with the Senate Steering Committee. PPB members need not be members of the Senate, and will be chosen so as to balance the representation of disciplines and the ranks of the faculty.

The term of office on the Board would be appropriate to the subject matter, but not more than three years, with the expectation that terms might be staggered if the PPB remains in session for more than three successive years. Members who take a one-quarter sabbatical or leave during their term may choose whether they wish to meet their PPB obligations during that period. Members who are away for longer than one quarter will normally be replaced on the Board, through appointment by the Committee on Committees.

The Board from within its membership shall elect the chair of the PPB. A majority of members shall constitute a quorum. The Academic Secretary shall be an *ex officio* member of the PPB.

E. RELATION TO THE SENATE OF THE ACADEMIC COUNCIL

The current and two most recent Senate Chairs will constitute the "executive committee" of the Planning and Policy Board and will meet at the beginning of the academic year to discuss its agenda. The Board may consider topics identified by the Senate Chairs, by the President or the Provost, by the Senate at large, or in other ways. The Planning and Policy Board will, as often as is useful but a minimum of once per year, inform the Senate of the matters it is pursuing and hear from the Senate on them. The Board shall also have the power of resolution in the Senate, by which it may place matters directly before the Senate for vote.

F. STAFF SUPPORT

High-level analytical support, when necessary for the successful functioning of the PPB, will be provided through the Vice Provost for Institutional Planning. General administrative support will be provided by the Academic Secretary's Office.